

CONTRACT FOR DIGITAL CAMERA USE

I, _____, agree to adhere to the following guidelines when using a digital camera owned by the Columbia Area Career Center.

1. The camera will only be used for educational purposes, and will not be loaned to or used by unauthorized individuals while in my possession.
2. I will only use the camera after I have successfully completed the necessary training (normally taken during "Multimedia Technology", "Webmasters", "Electronic Publishing" or "Digital Media" classes).
3. I will only use the digital camera for the educational purposes intended, and will not change picture settings without permission. If I abuse the camera in any way, I relinquish all privileges for digital camera use for the remainder of the current school year.
4. I will follow **ALL** guidelines and assignment criteria when using the digital camera and will realize **ALL** liability while it is in my possession. My parents and I realize all liability associated, if the camera and other items necessary for its use are lost, stolen, and/or damaged due to abuse, accident, neglect, etc. while the camera is handled by me during school or checked out in my name. If loss or damage does occur, the school maintains the right to withhold all student records until reimbursement has been made.*
5. If, upon return, the camera is not in the same condition both structurally and operationally as it was when it was checked out to me, I assume all liability for damages to and repair of the camera and relinquish all rights to future use.

STUDENT SIGNATURE

DATE

PARENT or GUARDIAN SIGNATURE

DATE

*Digital cameras cost approximately \$700.